



Vendor Application West Branch Art and Crafters Market

Vendor Name or Business Name (if applicable) _____

Contact Name _____ Phone
Number _____

Email Address _____ Website (if applicable) _____

Product Information: Type of Items to be
sold _____

Example: painting, jewelry, pottery, textiles, woodwork or furniture, candles or home décor, or other.

Terms and agreements:

1. I agree to abide by all vendor guidelines set by West Branch Art and Crafters Market
2. I understand that my booth fee is nonrefundable unless the market is cancelled by the organizers
3. I acknowledge that I am responsible for my own sales, taxes, and business permits
4. I release the West Branch Art and Crafter Market from any liability for lost, stolen, or damaged goods

Signature _____

Date _____

Please submit application via email: cheffred64@yahoo.com

Drop off at the Fourth Street Gallery



Vendor Guidelines for West Branch Crafters Market

1 General Requirements

- A. all products must be handmade, locally produced or artistically crafted- no mass-produced resold items allowed**
- b. vendors must provide their own tables, chairs, tents, and displays- tents are recommended**
- c. spaced will be assigned first come first serve basis or based on vendor categories to maintain variety**

2 Application and Fees

- a. Interested vendors must complete an application form, including photos or descriptions for their products**
- b. Booth Fees: 30.00 dollars Per Year**
- c. Fees are nonrefundable**

3 Set Up and Breakdown

- a. Vendors must arrive at least 30 minutes before 9:00 am to set up and be ready to open for business**
- b. All booths must remain open for the full duration of the market**
- c. Vendors are responsible for cleaning their booths area and disposing of waste properly**

4 Payment and Taxes

- a. Vendors will handle their own sales transactions (cash, credit, digital payments)**
- b. Vendors are responsible for collecting and reporting any necessary taxes and sales taxes**

5 Conduct and Policies

- a. Vendors must be respectful to customers, fellow vendors, and market staff**
- b. No offensive, illegal, or inappropriate items may be sold**
- c. No loud music or aggressive sales tactics allowed**

6 Weather and Cancellation

- a. The market operated rain or shine unless severe weather conditions arise**
- b. Vendors will be notified of cancellations via email or cell phone**